

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF NEW YORK

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JUDITHNANN KOONTZ ,

Plaintiff,

-against-

**ORDER**  
CV 12-2538 (JFB)(ARL)

GREAT NECK UNION FREE SCHOOL  
DISTRICT AND BOARD OF EDUCATION  
OF THE GREAT NECK UNION FREE  
SCHOOL DISTRICT,

Defendants.

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**LINDSAY, Magistrate Judge:**

Before the court is the defendants' unopposed motion to compel the *pro se* plaintiff to provide more complete responses to their First Set of Interrogatories and Document Demands. That motion is granted. On or before December 14, 2012, the plaintiff shall provide more complete responses to the defendants' requests as indicated in defendants' motion. If the plaintiff is not in possession of documents responsive to a particular request, she must indicate in writing that she is not in possession of such documents. Similarly, each interrogatory must be separately answered, in writing, under oath. The plaintiff is encouraged to discuss this matter with counsel for the defendants prior to submitting a supplemental response. The plaintiff may also contact the court's Pro Se Office for additional guidance.

Dated: Central Islip, New York  
November 14, 2012

**SO ORDERED:**

\_\_\_\_\_/s/\_\_\_\_\_  
ARLENE R. LINDSAY  
United States Magistrate Judge